

EVERETT CITY COUNCIL AGENDA ITEM COVER SHEET

PROJECT TITLE:

Amendment No. 5 to
Professional Services
Agreement with Signal
Group Consulting, LLC
(formerly known as McBee
Strategic Consulting, LLC)
to provide consulting
services on legislative
matters at the federal level

____ Briefing
____ Proposed Action
____ Consent
X Action
____ First Reading
____ Second Reading
____ Third Reading
____ Public Hearing
____ Budget Advisory

COUNCIL BILL #
Originating Department
Contact Person
Phone Number
FOR AGENDA OF

____ Gov't Affairs
____ Bob Bolerjack
____ 425-257-8727
____ December 28, 2016

Initialed by:
Department Head
CAA
Council President

Location

Preceding Action

Attachments

Department(s) Approval

Professional Services
Agreement - January 1,
2012

Amendment No. 5

Administration

Amount Budgeted	\$120,000	
Expenditure Required	\$120,000	Account Number(s): 004-5550000-410 425-5090010010-410 401-5100121923-410
Budget Remaining	-0-	
Additional Required	-0-	

DETAILED SUMMARY STATEMENT:

Amendment No. 5 to the Professional Services Agreement with Signal Group Consulting, LLC (formerly known as McBee Strategic Consulting, LLC) is to provide consulting services on legislative matters at the federal level. The scope of service emphasizes federal legislation, funding, regulatory and military matters. Key issues include Fiscal Year 2017 federal funding, transportation, freight mobility, rail/light rail and transit; community housing/social services, economic development; aerospace and maritime matters, infrastructure funding; public safety; utilities and water resources; environmental regulations; higher education/workforce training; defense and energy.

Date of service is January 1, 2017 through December 31, 2017. The amount of the contract is \$120,000 for 2017.

RECOMMENDATION (Exact action requested of Council):

Authorize the Mayor to sign Amendment No. 5 to the Professional Services Agreement with Signal Group Consulting, LLC (formerly known as McBee Strategic Consulting, LLC) to provide consulting services on legislative matters at the federal level in the amount of \$120,000.

AMENDMENT NO.5 TO PROFESSIONAL SERVICES AGREEMENT BETWEEN
THE CITY OF EVERETT AND SIGNAL GROUP CONSULTING, LLC (FKA; MCBEE
STRATEGIC CONSULTING)

THIS AMENDMENT NO. 5 TO PROFESSIONAL SERVICES AGREEMENT (the "Amendment") entered into this ____ day of January 2017, by and between the City of Everett (the "City") and Signal Group Consulting, LLC (FKA; McBee Strategic Consulting, LLC) (the "Service Provider").

WHEREAS, the City and the Service Provider entered into a Professional Services Agreement dated January 1, 2012, as amended (the "Agreement"); and

WHEREAS, the Service Provider has satisfactorily performed the services outlined in the Agreement; and

WHEREAS, the Service Provider has proposed to continue services from January 1, 2017 to December 31, 2017; and

WHEREAS, the Service Provider has proposed to change the Scope of Services as attached in Exhibit A; and

WHEREAS, the City is willing to accept its proposal;

NOW THEREFORE the City and the Service Provider mutually agree to amend the Agreement as follows:

1. Section 1 of the Agreement so that the work to be performed by Service Provider in 2017 is governed by Exhibit A to this Amendment No. 5.
2. Section 3 of the Agreement is hereby amended so that the completion date is December 31, 2017.
3. Section 4D of the Agreement is hereby amended to read as follows:
 - D. Total compensation, including all services and expenses, shall not exceed a maximum of Seven Hundred and Twenty Thousand (\$720,000), which includes \$120,000 for 2012, \$120,000 for 2013, \$120,000 for 2014, \$120,000 for 2015, \$120,000 for 2016 and \$120,000 for 2017.
4. All other terms and provisions of the Agreement remain in full force and effect except as expressly modified by this Amendment. This Amendment is effective January 1, 2017.

CITY OF EVERETT

By _____
Ray Stephanson, Mayor

Date

ATTEST:

Sharon Fuller, City Clerk

Date

Signal Group Consulting, LLC
455 Massachusetts Ave. NW,
Twelfth Floor
Washington, DC 20001

By Jessica Rihani
Jessica Rihani, Chief Operating Officer

12-13-16
Date

APPROVED AS TO FORM:

James D. Iles, City Attorney

Date

EXHIBIT A SCOPE OF SERVICES

I. Pursuit of Federal Funding:

Housing First Advocacy for:

- Robust federal funding to support local efforts to address chronic homelessness
- Advocacy related to aligning HUD and HHS assistance programs to the chronically homeless through programmatic modifications including the development of a pilot program to validate the effectiveness of City supported model
- Monitor congressional actions related to chronic homelessness
- Monitor executive actions related to chronic homelessness

Transportation Funding Advocacy for:

- Programmatic modifications to strengthen the competitiveness of City priority improvements through the implementation of transportation reauthorization legislation including: freight routes, bridges, HOV lanes, interchange modifications and improvements, railway corridors, safety improvements, pedestrian and bicycle ways, community character and preservation projects as available in annual transportation appropriations and with attention to I-5 and U.S. Highway 2 corridors, freight mobility and aerospace related improvements.
- Pursue funding for rail safety and infrastructure upgrades and improvements to include but not limited to: re-enforced tanker cars, emergency response training, at-grade crossings, bridges, tunnels and slope stabilization.
- FAA funding for Snohomish County Airport/Paine Field and City areas of interest during the FAA reauthorization process (expiration September 2017).
- Everett Transit Division capital requests funded via Section 5309 allocations within the Transportation Appropriations for Federal Transit Administration (FTA) bus/paratransit vehicle acquisition.

Utilities and Infrastructure:

- Bond St. CSO Project: As mandated by the federal government, the City is required to have construction completed by the end of 2017.

Higher Education and workforce training funding in coordination and cooperation with Washington State University, Everett University Center, Everett Community College and the Workforce Development Council.

Grant advocacy for parks, land use and the environment, infrastructure, law enforcement, domestic violence, homeland security, economic development, higher education, human services, and other city programs, projects, and services as may arise.

Identify opportunities for competitive non-transportation federal funding for the City of Everett in the Energy and Water Bill; Water Resources Reform and Development Act; Transportation, Housing and Urban Development and Related Agencies; Interior, Labor, Health, and Human Services Bill; Rail Security; and Department of Justice.

Advocate for modification of the Environmental Protection Agency's final rule revising certain federal human health criteria applicable to Washington's waters and concurrent action taken under Clean Water Act section 303(c), to make the rule less onerous and costly to the City's water utility.

II. NAVAL STATION EVERETT:

The Service Provider will assist the City to gain and maintain access to key congressional, Department of Defense, Department of Homeland Security, Department of Commerce, U.S. Navy, U.S. Coast Guard, and National Oceanic and Atmospheric Administration decision makers as the community addresses ship assignments, changing missions (i.e. arctic strategies), new tenants and joint use of Naval Station Everett.

With the congressional delegation, assist the City to develop and execute strategies that protect or enhance the mission(s) of Naval Station Everett. Service Provider will keep City officials abreast of DoD, Homeland Security, DoC, U.S. Navy, U.S. Coast Guard, and NOAA or congressional developments regarding change and/or diversity of the force structure and mission of the base, unit movements, funding, and policy regarding Naval Station Everett or tenant organizations.

Service Provider will work with the City in support of Naval Station Everett military construction requests, facilities and service improvements, sustainability/energy efficiency/climate change and other related legislative issues as appropriate.

Service Provider will recommend to the City a federal appropriations strategy that will help the community to manage changes in the military

character of the region and mission of the base, support mission expansion, and advocate for base growth.

Service Provider will recommend to the City strategies that will secure the long term assignment of the USS NIMITZ at Naval Station Everett with specific attention to the maintenance/modernization of the USS NIMITZ at Puget Sound Naval Shipyard, Bremerton until September 2019

III. AEROSPACE DEVELOPMENT:

With the congressional delegation, the Governor's Office, Legislature, business, labor and community leaders the Service Provider will assist City leaders in developing and executing strategies to secure and sustain the robust aerospace supplier network in Everett and Snohomish County.

With the congressional delegation, the Governor's Office, Legislature, business, labor and community leaders the Service Provider will assist City leaders in developing and executing strategies to secure higher education/workforce training funding opportunities for Washington State University North Puget Sound at Everett, the Everett University Center, Everett Community College and various workforce development organizations in the region.

IV. ASSISTANCE ON OTHER FEDERAL ISSUES:

Service Provider also will provide ongoing advocacy, monitoring, and reporting assistance on federal legislation and regulatory matters of impact to the City of Everett. These include, but are not limited to:

- Considering dramatically changing rail markets, monitor proposed legislation, amendments, regulations, programs or projects related to the effect of unit trains on existing agricultural and commercial markets, ports and related transportation networks and adversely impacted communities.
- Local control of rights-of-way
- Safe Drinking Water Act, Clean Water Act
- Federal permitting issues under NEPA ('401' and '404' permits)
- Standards being promulgated by OSHA, EPA, and other federal agencies
- Department of Homeland Security matters affecting local governments
- Climate Change
- Alternative energy and biofuels

- Commerce and Economic Development (The Marketplace Fairness Act)
- Aviation
- Maritime
- Community Development Block Grants
- U. S. Department of Energy, Energy Efficiency and Conservation block grants
- Federal activities related to de-regulation

V. ASSISTANCE FOR WASHINGTON DC MEETINGS:

With regard to City business affairs in Washington, DC, the Service Provider will schedule and coordinate meetings; network local officials with appropriate Washington DC contacts, and involve city officials in meetings, presentations, events, and receptions that will advance the City's legislative agenda.

The Service Provider will assist city officials in developing effective networks among federal officials, staff, and relevant business and community groups.

Attention will be given to Washington State University, Everett Community College, the U.S. Conference of Mayors, National League of Cities, Navy League, Puget Sound Regional Council, Washington Aerospace Partnership, Washington Military Alliance, Washington Defense Partnership, Economic Alliance Snohomish County, business, labor and tribal activities.

The Service Provider will advise leadership on opportunities to advance the City's federal agenda through participation in national organizations; service on national boards, commissions, and committees; and advocacy on issues, projects and programs relevant to the City's mission.

The Service Provider will assist the City in preparing communications strategies to ensure city positions, requests, and interaction with federal officials are timely, articulate, complete, and presented per accepted processes, procedures, protocols, and practices.

VI. REPORTING:

Service Provider will provide monthly written activity reports to provide the City of Everett with updates on federal funding and policy issues. Service Provider will report to the City's Executive Director of Governmental Affairs on routine, day-to-day matters, by telephone or email, and directly to City elected officials and staff as requested.

VII. PUBLIC DISCLOSURE REPORTING DUTIES:

It will be Service Provider's responsibility to track federal lobbying and contacts in preparation for required public disclosure reporting obligations. The City will be available to review such documents and should receive documentation of all federal filings.

VIII. REQUIRED ACTIVITIES:

Arrange meetings for City of Everett elected public officials, city staff or community leadership at the request of the City of Everett with members of the Washington State congressional delegation/staff, other congressional representatives or appointed officials/staff, elected or appointed federal officials/staff or representatives of other groups or organizations with interests in the matters of the City of Everett.

Ensure that all projects meet relevant deadlines and requirements; draft and distribute necessary position papers, analyses, reports, and correspondence; prepare advance materials for meetings between City of Everett leadership and federal officials.

Provide the City of Everett with regular written statements of work describing the activities performed over the previous month.

Maintain regular and frequent communication with City of Everett officials to provide updates and other important information, and to gather information related to our ongoing federal strategy.

Lobbying/public disclosure duties as described.

IX. GENERAL PERFORMANCE METRICS:

Assist the City in securing competitive federal transportation funding for the City of Everett through the execution of FY2017 appropriations legislation and the FY2018 appropriations processes.

Identify opportunities for non-transportation federal funding for the City of Everett within the U.S. Corps of Engineers, Department of Interior Bureau of Reclamation and higher education research and development programs.

Educate, inform, and promote the support of the Washington State Delegation for Naval Station Everett; develop and execute defensive and offensive strategies that protect or enhance the mission(s) of Naval Station Everett, and increase and/or diversify the force structure and mission(s) of the base.

Promote municipal leadership as a vehicle for furthering the City of Everett's relationship with the Washington State Delegation and expanding the City's presence in Washington, DC.

Advise leadership on opportunities to advance the City's federal agenda through participation in national organizations; service on national boards, commissions, and committees; and advocacy on issues, projects and programs relevant to the City's mission.

Promote the City of Everett's vital contributions the Puget Sound region's economy, strength, and diversity with the Washington State Delegation, federal agencies, national organizations, and the Washington State community in the nation's capital.

Identify strategic partnerships; relationships and networks that could enhance the City's position in federally supported projects.

Assist the City of Everett in developing long-term relationships with key federal agencies.

Assist individual City of Everett departments' advocacy for federal grants and present the City's position on relevant federal issues.

Monitor and report on federal legislation impacting city operations and projects.